



BIRCH PARISH COUNCIL

Clerk – Angela Balcombe

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Minutes of a meeting of Birch Parish Council, held on Tuesday 7 October 2025, 7.30pm at Birch Memorial Hall.

Present: *Cllrs: Boyce, Cottrell, Harris, Monks, Ninnim & Westby.*

In the Chair: *Cllr Boyce.*

Clerk: *Angela Balcombe.*

Also present: *2 members of the public and City Cllr Ellis.*

25/61. CHAIRMAN'S WELCOME.

The Chairman welcomed those present to the meeting.

25/62. APOLOGIES FOR ABSENCE.

Apologies were received from Cllr Bowtle.

25/63. MINUTES OF THE LAST MEETING.

The minutes of 2 September 2025 were approved as a correct record of events.

Proposed: Cllr Ninnim. Seconded: Cllr Boyce. All agreed.

25/64. DECLARATION OF INTERESTS.

To declare any Disclosable Pecuniary, Other Pecuniary or Non-Pecuniary Interests on any matters covered by this agenda. No interests were declared.

25/65. REPORTS.

Essex County Council (ECC). Apologies were received from Cllr Bentley.

Colchester City Council (CCC). The Rural England Prosperity Fund (REPF) is now open for applications, suggested the Council might apply for CCTV for the Hall. Funding for the Memorial Cross has been agreed from both ECC and CCC Locality Budgets. Cllr Ellis updated the Council on the Local Plan; they have a meeting on 10 November. Cllr Ellis would like to attend the quarry site visit on 13 October. Two ECC matters to be chased up, the Village Gateways and the missing kerb stones near the Hare and Hounds.

25/66. PUBLIC PARTICIPATION.

- Monthly Parish News – the Council was updated on some changes taking place to the current ecclesiastical structures.
- The large stone at the War Memorial has been put back into place.

25/67. PROGRESS CHECK.

Planning Decisions:

Application No: 251689. Demolition of front and rear single storey extensions and garage.

Location: Dunnet, Fountain Lane, Birch CO3 0SR. **Approved Conditional.**

Application No: 251688. Proposed detached garage.

Location: Dunnet, Fountain Lane, Birch CO3 0SR. **Refused.**

Memorial Cross Repair Work – this has been slightly delayed but will be completed in time for Remembrance Sunday.

Village Hall Funding – an application to the Community Initiatives Fund to be investigated.

25/68. FINANCE.

Payments made / money received:

101999 £79.20 D Ninnim (Replacement Pads Defibrillator)
102000 £444.00 BAA Groundcare Ltd (Churchyard Grass Cutting)
102001 £520.10 A Balcombe (Salary/Expenses)
102002 £378.00 PKF Littlejohn LLP (Audit Fee 2024/25)
102003 £79.20 Clacton Business Services Ltd (Payroll)

Income £10,566.00 2nd Instalment Precept

25/69. CONCLUSION OF AUDIT 2024/25.

The accounts for the year ending 31 March 2025 have been audited with no matters raised. The Notice of Conclusion of Audit along with the audited Annual Return has been published on the website.

25/70. CORRESPONDENCE TO NOTE.

CALC – Minutes 4 September.

Highways – temporary closure of Garlands Road due to commence on 6 October for 4 days for carriageway patching and drainage works.

Community Initiatives Fund – now open, closing date 28 November 2025.

Caterpillars Pre-School – thank you letter and update on work carried out following the donation from the Parish Council.

25/71. PARISH COUNCILLOR REPORTS / NEXT AGENDA ITEMS ONLY.

- 23 bags of rubbish collected in the last month.
- There has been some fly-tipping in front of the Village Hall.
- Fixed Penalty Notices have been issued for a couple of cases of local fly-tipping.
- Poppy Wreath to be ordered.

25/72. MEETING DATES 2025.

4 November (Budget Meeting), 2 December.

Meeting Dates 2026:

6 January, 3 February, 3 March, 7 April, 5 May, 2 June, 7 July, 1 September, 6 October, 3 November, 1 December.

CLOSE OF MEETING: *The meeting closed at 20:20*

SIGNED (CHAIRMAN):

DATE: